



CHADDS FORD TOWNSHIP SEWER AUTHORITY  
REGULAR MEETING  
NOVEMBER 20, 2018

Board Members: Mark Stookey  
Dennis Henry  
Ted Mennicke  
Robert Lohr

Not Present: Amanda Konyk

Also Present: Valerie Hoxter, Sewer Authority Manager  
Mike Sheridan, Solicitor  
Stan Gober, DELCORA  
Tom Leisse, Pennoni Associates

#### ANNOUNCEMENTS

Chairman Stookey announced that Ms. Konyk was unable to attend the meeting. Attendance was taken with a quorum established.

#### MINUTES

Upon motion and second (Henry/Mennicke) the minutes from the September 18, 2018 Regular Meeting were approved.

#### DELCORA

Mr. Gober presented his written report for the months of September and October 2018. There were no violations at either plant during September or October.

#### MANAGER

Ms. Hoxter presented her written report and reviewed a recent emergency requiring repair of pipe and coupling at an air release valve manhole on Upper Bank Drive. Ms. Hoxter indicated as a result of this coupling failure, she plans to begin scheduling regular inspections and maintenance of system manholes. In addition, Ms. Hoxter reported that this emergency highlighted the need for improvements in off-hours emergency procedures and protocol. Ms. Hoxter is exploring such procedures with Delcora and AJ Jurich.

POST OFFICE BOX 816  
CHADDS FORD, PA 19317

PHONE 610.388.8800 EXT. 102  
FAX 610.388.5057



## ENGINEER

Mr. Leisse presented his written report and updated the Board on the schedule for the Act 537 Plan Update project, the Turners Mill permit renewal and the Turners Mill expansion permit amendment application. Timing on the permit renewal and the amendment application are dependent on the Pa DEP which is operating under reduced staffing, thereby extending deadlines across the Board. Mr. Sheridan indicated other municipalities are experiencing similar issues with permits and DEP timing and Ms. Hoxter reminded all that financing for the improvements project cannot move forward until the permits have been received. Mr. Leisse will continue to reach out to DEP staff to try and keep the permit process moving. Other project work that can be done prior to permitting will be done in the interim.

## SOLICITOR

Mr. Sheridan informed the Board that he has been assisting Ms. Hoxter in collecting on delinquent accounts by scheduling asset depositions.

## ASSISTANT TREASURER

Ms. Hoxter presented the Assistant Treasurer's written report and reviewed cash balances.

Upon motion and second (Lohr/Mennicke) the Board approved ACH and check payments for October 2018 in the amount of \$16,012.64.

Upon motion and second (Konyk/Henry) the Board approved ACH and check payments for November 2018 in the amount of \$59,476.78.

Upon motion and second (Lohr/Mennicke) the Board ratified the purchase of a CD through PLGIT from Sonabank in the amount of \$242,000.00 at net interest of 2.8% on November 9, 2018.

Upon motion and second (Lohr/Henry) the Board ratified the purchase of a CD through PLGIT from Security Bank in the amount of \$242,000.00 at net interest of 2.75% on November 9, 2018.

## PUBLIC COMMENT

There was no public comment.

## OLD BUSINESS

Representatives for the Brandywine Summit II Hotel development at 1786-1792 Wilmington Pike appeared before the Board to review their proposed development and Sewer Feasibility Application. The application was previously submitted and deemed incomplete. Mr. Leisse reviewed outstanding items with the Applicant prior to this meeting. Heather Gill from Kelly and Close Engineers appeared on behalf of the Applicant and reviewed updated items with the Board. Mr. Leisse indicated items submitted by the Applicant have satisfied his engineering



concerns and that the outstanding item remaining is proof of payment (or payment) of the collection portion of 22 EDUs for the project. Mr. Sheridan commented that the allocation of capacity/EDUs to the Applicant by Mr. Grace did not receive the required pre-approval by the Authority. Mr. Sheridan further commented it is appropriate for the Authority to approve the application conditioned upon proof of payment, or payment of, the collection portion of the EDUs by the Applicant.

Upon motion and second (Stookey/Mennicke) the Board approved the Sewer Feasibility Application of the Brandywine Summit II Hotel (1792-98 Wilmington Pike, Glen Mills, PA) subject to proof of payment (or payment) of the collection portion of the tapping fee for the 22 EDUs included in the Application/Plan for the project.

Mr. Lohr and Township Manager DiFilippo provided an update on the Springhill Farm – Concord Township connection. The Planning Module has been sent to PaDEP for review and Springhill Farm has signed agreements with Pettinaro (Ridge Road, LP) and Delcora. Mr. Lohr indicated Springhill Farm anticipates connection to Concord Township's system in April 2019.

Ms. Hoxter and Mr. Sheridan reviewed delinquent accounts.

Ms. Hoxter and Mr. DiFilippo provided an update on the status of the mold remediation project under way in the file room. The estimated timeline for completion is six to eight weeks.

## NEW BUSINESS

Mr. Sheridan informed the Board that he was contacted regarding the purchase of Springwater Plaza on Wilmington Pike which conveys sewage to Concord Township. The current owner and prospective buyer have asked the Authority to approve an Assignment Agreement assigning all obligations to the buyer, Springwater Center, LLC. Mr. Sheridan indicated an escrow account in the amount of \$10,000 should have been set up upon completion of previous agreements to convey flow to Concord Township from this property; however, that escrow account was not opened. The buyers have agreed to provide this escrow amount at settlement. Additionally, the parties have agreed to reimburse the Authority for professional fees incurred by the Authority in connection with preparation and review of the Assignment Agreement. Once the escrow amount is provided to the Authority, and the sale of the property is complete, the Assignment Agreement will be executed. Mr. Sheridan informed the Board that Concord Township has already approved assignment of the Agreement with Springwater Plaza.

Upon motion/second (Stookey/Lohr) the Board approved the assignment of the Novakis Springwater Plaza obligations to Springwater Center, LLC, authorizing the Chairman to execute the Assignment Agreement under the condition that the property sale between the entities occurs and that the \$10,000 escrow amount is provided to the Authority.

Ms. Hoxter asked for and received Board approval to change the May 2019 meeting date to Tuesday, 5/14/19, as the normal meeting date coincides with Primary Election Day.



Chairman Stookey informed the Board he would like approval of a change in the Manager's compensation prior to approval of the 2019 Budget.

Upon motion and second (Stookey/Lohr) the Board authorized an increase in the Manager's salary by 4.5% retroactive to November 1, 2018.

Ms. Hoxter reviewed the 2019 Proposed Budget.

Upon motion and second (Mennicke/Henry) the Board approved the 2019 Budget.

Upon motion and second (Mennicke/Henry) the meeting was adjourned at 8:18 p.m.

Respectfully submitted,

Valerie Hoxter  
Authority Manager